

# Fundamentals of Human Resource Management

In collaboration with the SME Centre@ASME, CSIS brings you a workshop on Human Resource Management for all Small-Medium Enterprises (SMEs).



**CSIS**  
CHARTERED SECRETARIES  
INSTITUTE OF SINGAPORE

## Workshop Details:

Day/Date:	Wednesday, 29 August 2018
Time	2.00pm—5.00pm (Refreshments will be provided)
Venue:	CSIS Secretariat 149 Rochor Road #04-09 Fu Lu Shou Complex Singapore 188425

**REGISTER NOW!**

## Objective

At the end of the workshop, participants will be able to:

- Understand the importance of good Human Resource management
- Learn about the six Human Resource Functions
- Understand grants and schemes for implementing Human Capital Development frameworks

## Outline of the workshop

1. Managing Employee's Performance
2. Identifying Talents
3. Maintaining competitive employee's remuneration
4. Setting Learning & Development Plan
5. Human Resource Management templates

## SME Centre Workshop: Terms and Conditions

1. Registration for the SME Centre Workshop on 29 August 2018 is open to CSIS members only.
2. Seats are reserved on a first-come-first-served basis.
3. CSIS reserves the right to change the date, time and venue or cancel the course owing to any unforeseen circumstances.

For more information, please contact the Secretariat at:

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